

Town of Swanzey, New Hampshire  
**Swanzey Planning Board**  
Meeting Minutes – December 20, 2012

*Note: Minutes are not final until reviewed and approved by the Board. Review and approval of minutes generally takes place at the next regularly scheduled meeting of the Board.*

The regular meeting of the Swanzey Planning Board was called to order at 7:02 p.m. by Vice Chair Scott Self. Members present: Scott Self, June Fuerderer, Jeff Goller, Joe Smith and Kenneth P. Colby Jr., representing the Board of Selectmen, as well as alternate Paula Miller. Miller was seated for Page.

**Absent:** Glenn Page, Bob Audette, Gus Lerandeanu

**Others Present:** Town Planner Sara Carbonneau, Mike Primus

**Regional Impact:** Fuerderer made a **motion** to conclude that there were no items on the agenda that would require a determination of potential regional impact. The motion was seconded by Smith. All were in favor. **Motion passed.**

**PUBLIC HEARINGS – Vice Chair Self opened the Public Hearing at 7:05 p.m.**

- **Multi-Tenant Application** - The Vice Chair read the agenda, including the text of the multi-tenant application. **Public hearing opened.** Mike Primus wishes to use a portion of the premises situated at 679 West Swanzey Road to expand his existing flea market and furniture sales business. The property is shown at Tax Map 73, Lot 13 situated in the Business District. The property is owned by Scott and Jay MacPhail. According to the application, business hours will be Monday through Saturday from 9:00 a.m. to 5:00 p.m. The application also stated that there would be no full-time and no part-time employees, with an estimated 50 to 75 customers per day and no changes in outside lighting, signs, and parking spaces. Mike Primus spoke in reference to a discussion he had with Swanzey Code Enforcement Officer Chet Greenwood about Greenwood's concerns over adequate lighting plus emergency lights and exits as required by the Swanzey Fire Department. Primus said he will talk to Fire Chief Norm Skantze about the additional lights. Public hearing closed. **Motion** by Smith to approve the application subject to approval of the Code Enforcement Officer & Fire Department seconded by Goller, with all in favor. **Motion passed.**

**DISCUSSION/OTHER BUSINESS –**

- **Construction Details, Construction Procedures Manual, and Road Acceptance Policy.** The discussion on the Construction Details, Construction Procedures Manual, and Road Acceptance

Policy was tabled until the next meeting of the Planning Board January 10, 2013 by unanimous roll call vote.

- **New Hampshire Community Planning Grant Program** – Town Planner Sara Carbonneau spoke about the grant program and the requirement for municipal matching dollars. Smith asked Carbonneau why the Town should seek the grant. Carbonneau said that it would free up some of her time to do other projects in the community. Another person would be doing it with a fresh set of eyes. She said that the grant could help Swanzey reach its goals for the West Swanzey area as proposed by the Plan NH Charrette that occurred in November, 2012. She also reported that the DVDs from the Plan NH Charrette have arrived and they will be a resource to anyone who did not attend the Charrette. She said she didn't want to move forward applying for the grant without support from the Planning Board since it is a lot of work to put the grant application together. Self said the Town received a lot of assistance from Plan NH and that perhaps another community could use the money better than Swanzey this time around. Carbonneau spoke briefly about the idea of a Heritage District - one community will be selected for the Neighborhood Heritage District re-write for their community. Carbonneau offered that it might be a bit premature to go ahead and apply for the grant until the Planning Board has had a chance to review the Charrette materials. Goller said the Planning Board hasn't had a chance to develop its own ideas about plans for West Swanzey yet and it would be better to wait a bit before applying for the grant. Carbonneau agreed to defer applying for the grant until the Planning Board has a firm plan.
- **Proposed Acquisition of Property** – Selectman Colby reported that the Town has entered into a sales/purchase agreement with West Swanzey Athletic Association (WSAA) for the building on Main St. opposite the mill. The purchase is subject to RSA 41:14(a) input (advisory only) from the Planning Board and Conservation Commission and two public hearings; the purchase does not have to go to Town Meeting. The plan is for demolition of the building to create a park with access to the river. Assessments have to be done regarding hazardous materials, and the Town will need to get bids for demolition work. A signed contract and binder have been completed. The Board of Selectmen hopes that the Planning Board will look at the opportunity favorably. Colby asked if there were any questions and there were none.
- **Update on the Charrette** – there was a brief discussion about the Plan NH Charrette and the turnout by the Town's residents. Carbonneau suggested planning a day for viewing the final presentation from the Charrette for folks who might not have had the opportunity in November to attend the actual event. She suggested setting up some of the photographs used at the Charrette and viewing the DVD provided by Cheshire TV on a Saturday morning in January.
- **Young Architect Competition** – Carbonneau reported that the competition among young architects is due for completion December 21, 2012 so that fairly soon the Town will have some fresh ideas for Whitcomb Hall.
- **Reminder about Meeting Start time** - Starting in January, 2013, the Planning Board will meet starting at 6:00 p.m.

**MINUTES** – The members of the Planning Board noted that although they received Steve Stepenuck’s comments regarding the December 13, 2012 meeting, they had not received the actual minutes for the meeting. Since they had no time to review the minutes, Self made a **motion** to defer the minutes to the January 10, 2013 meeting, seconded by Fuerderer, and all were favor with the exception of Colby who abstained. **Motion passed.**

**Adjournment - Motion** to adjourn by Smith, seconded by Fuerderer, with all in favor. **Motion passed.**  
Adjournment at 7:30 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Beverly Bernard".

Beverly Bernard, Recording Secretary